# Saskatchewan Labour Market Commission

## 2008/2009 Annual Report

#2 - 345 Third Avenue South
Saskatoon, Saskatchewan
Canada S7K 1M6

Tel: (306) 933-5606

www.sasklmc.ca

**SASKATCHEWAN LABOUR MARKET COMMISSION**
**PAYEE DISCLOSURE LIST**
**For the Year Ended March 31, 2009**
**Unaudited**

## Personal Services

Listed are individuals who received payments for salaries, wages, honorariums, etc which total $50,000 or more.

Nothing to report in this category.

## Supplier Payments

Listed are payees who received $50,000 or more for the provision of goods and services, including offices supplies, communications, contracts and equipment.

| | |
|---|---|
| Derek Murray Consulting and Associates Inc | 90,016 |
| LeClair Infocom Inc | 232,725 |
| Saskatchewan Federation of Labour | 107,213 |
| Saskatoon and District Industry-Education Council | 50,000 |
| Triall Consulting | 145,937 |

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# Letters of Transmittal

The Honourable Dr. Gordon L. Barnhart
Lieutenant Governor of Saskatchewan Government House
Province of Saskatchewan

Your Honour:

I have the honour to present the Saskatchewan Labour Market Commission Annual Report for the year ending March 31, 2009. The financial statements included in the report were prepared in accordance with the *The Labour Market Commission Act*.

Respectfully submitted,

Ken Cheveldayoff
Minister Responsible for the Saskatchewan Labour Market Commission

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The Honourable Ken Cheveldayoff
Minister Responsible for the Saskatchewan Labour Market Commission

Dear Minister Cheveldayoff:

We have the honour to present the Annual Report of the Saskatchewan Labour Market Commission for the fiscal year ending March 31, 2009.

Respectfully submitted,

Holly Hetherington
SaskLMC Co-Chairperson

Larry Hubich
SaskLMC Co-Chairperson

## A Message from the Co-Chairpersons

We are pleased to present the Saskatchewan Labour Market Commission Annual Report for the fiscal year ending March 31, 2009. The Commission has been responsible for providing labour market advice to the Government of Saskatchewan on provincial, regional and sectoral labour market issues, trends and strategies.

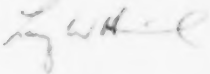
This is the Commission's second Annual Report and covers activities for the fiscal year 2008/2009. During this period, the Commission became fully functional and operational in pursuing its mandate set out in *The Saskatchewan Labour Market Commission Act*. A Chief Executive Officer was hired and Enterprise Saskatchewan provided us with a Chief Operations Officer, as well as office space in Saskatoon.

Much of the year was spent on research and development of a Labour Market Strategy. In addition to the strategy, the Commission undertook to deliver a number of projects.

In March 2009, we received the news that annual funding for the Commission was not provided in the 2009-10 Saskatchewan Provincial Budget and therefore the Commission will wind down its operations and its function will be assumed by a new strategic issues council. Our job now is to complete the Labour Market Strategy and to begin the transition.

As we make the transition and the board member terms come to an end, we would like to thank our colleagues on the board for their commitment and contribution over the past two years.

Holly Hetherington
SaskLMC Co-Chairperson



Larry Hubich
SaskLMC Co-Chairperson

## A Message from the Chief Executive Officer

I was pleased to be selected as the Chief Executive Officer to lead the Commission during this period.

The province of Saskatchewan is at a unique point in its history – we are entering a time when we will have more jobs than people. This means that we have a quantity issue – we will not have enough people to fill jobs even with moderate growth in our population. Therefore, we need to make greater use of our underutilized resources in this province, mainly Aboriginal people. We will also need to grow our population by interprovincial migration and international immigration.

We will also have a quality issue. Many of our baby boom generation will be retiring. We will be replacing people with 30 years of experience with younger people. There needs to be a real focus on education and development.

The province has chosen to have the Commission complete its work on the Labour Market Strategy and to see its implementation under a new strategic issues council. This is a natural breaking point in our work.

It has been a pleasure working with such interesting people on such a unique and challenging issue as researching and developing a Labour Market Strategy. I want to thank the board for its confidence and the staff who contributed to the operations of the Commission and all of its projects over the past year.

Vern Bachiu
SaskLMC Chief Executive Officer

# Introduction

This is the second annual report of the Saskatchewan Labour Market Commission (SaskLMC).

SaskLMC was established as an advisory board to the Government of Saskatchewan in regard to labour market issues, trends and strategies. The transition from the Ministry of Advanced Education, Employment and Labour (AEEL) to Enterprise Saskatchewan (ES) was completed in the 2008/2009 fiscal year.

SaskLMC's board identified the preparation of a Labour Market Strategy for the province as its major priority for the 2008/2009 fiscal year. One of the key tasks was to develop an overall framework and plan for a strategy which took into account:

- Labour demand;
- Labour supply; and
- Training.

Following the framework, development on the Labour Market Strategy dominated the Commission's agenda in 2008/2009. The strategy sets out how Saskatchewan can achieve a goal of increasing the province's labour force by 120,000 workers by the year 2020. The strategy contains four broad themes:

1. Labour Market Projections and Information;
2. Labour Market Development;
3. Labour Market Attraction; and
4. Labour Market Retention.

SaskLMC did not receive funding in the 2009/2010 Saskatchewan Provincial Budget and as a result, is finalizing its work on a provincial Labour Market Strategy and will begin to wind down its operations. To ensure continued collaboration with labour, business and government on labour market issues, ES is in the process of establishing a new Labour Market Council reporting to the ES Board of Directors. SaskLMC is working with ES to ensure a smooth transition of SaskLMC activities. Other SaskLMC project activities will be transitioned to other agencies.

# Overview of the Saskatchewan Labour Market Commission

## Background of the Saskatchewan Labour Market Commission

The origins of the Saskatchewan Labour Market Commission (SaskLMC) can be traced back to the Saskatchewan Labour Force Development Board (SLFDB). Given the changing nature of the Saskatchewan labour market, the SLFDB established a task force to assess what the SLFDB's role should be in response to a number of emerging trends that impact Saskatchewan's labour market development. After consulting with a number of labour market stakeholders representing labour, business, government and others, the task force concluded that there was a need for a labour market organization that could "connect the dots" and provide strategic advice to the Government of Saskatchewan on how to address various issues and opportunities facing current and future development of the provincial labour market.

The new Commission was formally created through Bill 34, an Act of the Provincial Legislature. *The Labour Commission Act, Chapter L-0.11 of the Statutes of Saskatchewan, 2006*, became effective February 7, 2007.

The most important role that SaskLMC plays is bringing together the various labour market partners to advise the Minister as to how the province should address critical labour market issues.

The new Commission was designed:

- as a legislated authority;
- as a partnership of four sectors – business, labour, training institutions and government;
- with an arm's length advisory relationship to government;
- with an industry focus on Saskatchewan's strategic labour market issues;
- with a smaller board driven by senior industry executive commitment; and
- to engage the social economy.

Key areas of engagement for the Commission include youth and Aboriginal people, labour market information, training systems and workplace essential skills. Key labour market issues to be addressed include productivity, immigration, competitiveness, image, and supply/demand imbalances.

### *The Objects of the Commission*

The objects of the Commission, as defined in *The Labour Market Commission Act*, are to:

- provide advice to the Minister on provincial, regional and sectoral labour market issues, trends and strategies;
- establish linkages to regional and sectoral planning bodies and examine regional and sectoral labour market plans;
- foster co-operation among labour, business, First Nations and Métis organizations, training institutions and government to develop labour market strategies, policies and solutions;
- research and provide analysis of provincial, regional and sectoral labour market issues, trends and strategies;
- communicate and consult with labour, businesses, trainers, government, First Nations and Métis organizations on labour market issues, trends and strategies; and
- undertake other activities prescribed in the regulations.

### *Board Structure*

The Commission's Board includes 19 representatives from four sectors. With final approval from the Lieutenant Governor, directors are appointed by the Saskatchewan Federation of Labour (five) and the Saskatchewan Chamber of Commerce (five), with one each from Saskatchewan Institute of Applied Science and Technology (SIAST), Saskatchewan Indian Institute of Technologies (SIIT), Gabriel Dumont Institute (GDI), the Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) and the Regional Colleges. The four government-appointed directors include the Deputy Minister Responsible for the Commission, a representative from the social economy and two others. Diversity is an important consideration for Board nominations. At least one of the appointments from labour and business must be of First Nations or Métis ancestry. Other diversity factors include gender, age, ethnicity, geography, and economic sectors. Each member holds office for a term of three years other than those denoted by an * whose term will expire on March 9, 2009.

As of March 31, 2009, the directors are:

**Members representing Labour in Saskatchewan**

- *Larry Hubich (Co-chair), Regina, SK
  President, Saskatchewan Federation of Labour
- *Gord Hunter, Regina, SK
  Retired, Communications, Energy and Paperworkers Union
- Darla Leard, Saskatoon, SK
  Prairie Region Representative, Canadian Labour Congress
- Valerie Overend, Regina, SK
  Women in Trades and Technology (WITT) Facilitator, SIAST Wascana Campus
- Hugh Wagner, Regina, SK (resigned January 30, 2009)
  General Secretary, Grain Services (ILWU)

**Members representing Business in Saskatchewan**

- *Norm Beug, Regina, SK
  Senior Vice President Potash, Mosaic Potash, Belle Plaine
- *Kaylynn Schroeder, Saskatoon, SK (observer, replacing Mike Carr, Regina, SK)
  Vice-President Human Resources, Cameco Corporation
- *Holly Hetherington (Co-chair), Sedley, SK
  President and CEO, Executive Source
- Christine Laliberte, Meadow Lake, SK
  Director of Planning and Development, Meadow Lake Tribal Council
- Garnette Weber, Saskatoon, SK
  CFO, Itracks

**Members representing each of the Training Sectors**

- *Joe Black, Regina, SK (observer, replacing Bob Guthrie, Balgonie, SK)
  CEO, Saskatchewan Apprenticeship and Trade Certification Commission (SATCC)
- Geordy McCaffery, Saskatoon, SK
  Executive Director, Gabriel Dumont Institute (GDI)
- *Dr. Robert McCulloch, Regina, SK
  President & CEO, Saskatchewan Institute of Applied Science and Technology (SIAST)
- Bill McLaughlin, La Ronge, SK
  CEO, Northlands College
- Randell Morris, Saskatoon, SK
  President, Saskatchewan Indian Institute of Technologies (SIIT)

**Member from the Social Economy**

- Dr. Mitch Diamantopoulous, Regina, SK (resigned November 25, 2008)
  Department Head, School of Journalism, University of Regina

**Government**

- *Dale Botting, Saskatoon, SK (observer, replacing Bonnie Durnford, Regina, SK)
  Deputy Minister of the Ministry responsible for the Commission

**Other Members**

- Cheryl Knight, Calgary, AB
  Executive Director and CEO, Petroleum Human Resources Council of Canada
- *Doug Christie, Regina, SK
  President, Christie Mechanical Ltd.

### *Staff*

In addition to the hiring of the Chief Executive Officer and secondment of the Chief Operations Officer from Enterprise Saskatchewan, both in early April, the Commission's staff grew in 2008/2009. An Office Manager was hired in September 2008, and in February 2009 our Labour Market Analyst and Project Officer (term position) came on board.

## Saskatchewan's Labour Market Strategy – Right People, Right Place, Right Time

During the 2008/2009 fiscal year, SaskLMC largely focused its efforts on research and development of a Labour Market Strategy.

The province is experiencing labour shortages for the first time, which limits the ability to grow and prosper. During 2007 and 2008, the Saskatchewan economy attracted over 20,000 individuals, yet businesses still reported labour shortages. These shortages are occurring prior to the retirement of Saskatchewan's 171,500 working baby boomers over the next two decades.

Using historic growth, Saskatchewan's labour force would require an additional 120,000 workers by 2020, or 10,000 workers per year on average. Not only will highly knowledgeable workers be needed to replace baby boomers, a majority of new jobs are expected to require some form of post-secondary education. According to the Canadian Council on Learning, over 70 per cent of newly created jobs will require some form of post-secondary education and over 90 per cent of newly created jobs will require a high school education.

In general, to ensure adequacy of labour supply, the following would need to occur:

- increasing employment levels of First Nations and Métis to that of non-Aboriginals;
- increasing the number of older workers in the economy in the short term;
- promoting a more accommodating workplace to increase participation of underrepresented groups (women, older workers and disabled);
- sustaining positive net interprovincial migration; and
- increasing settlement of highly skilled and experienced immigrants to the province.

Barriers to entry into the labour market such as lower education levels, prejudice, family commitments and other socio-economic issues must be addressed. Accommodating the challenges these groups face will take time. As labour shortages are occurring now, national and international labour will need to be attracted to the province to provide the highly skilled labour supply needs.

The Saskatchewan Labour Market Strategy is guided by three high level themes aimed at creating a labour market that supports sustainable economic growth and a prosperous Saskatchewan. Achieving the strategy requires concentrating efforts on labour market projections and information, development of the provincial workforce and workplace, and the retention and attraction of people. The three themes guiding the strategy are:

1. Focus on Information and Communication;
2. Focus on Workforce and Workplace Enhancement; and
3. Focus on Retention and Attraction of Highly Skilled Individuals.

The strategy should not be viewed as a list of separate activities, but as a series of interconnected steps, each with a key role to get the *Right People, (in the) Right Place, (at the) Right Time*. The recommended set of themes, objectives and strategic initiatives work to ensure sustainable economic growth in the province, create a well-educated workforce that is representative of the population, improve the level of competitiveness of businesses, and promote and enhance the quality of life for all current and future residents of Saskatchewan.

The draft Labour Market Strategy was completed by March 31, 2009.

## Project Activity

### *Workplace Essential Skills in Action: A Tool Kit for the Workplace (WES)*

The purpose of the Workplace Essential Skills (WES) project is to develop, in partnership with the construction industry in Saskatchewan, a comprehensive set of resources that will assist workplaces in learning about and implementing WES training as a component of their training and development strategies. Although the Tool Kit will be implemented within the construction industry, it will be broad enough that it may be used in other industries and sectors with little adjustment.

The Tool Kit will assist workplaces no matter what stage they are at – development through implementation and evaluation.

Main accomplishments for the fiscal year 2008/2009 are as follows:

- curriculum was developed specifically for the construction trades, but usable by other trades with minor changes;
- curriculum and guide components were piloted with employed and unemployed, including male and female Aboriginal and non-Aboriginal workers;
- francophone community was regularly consulted on utility of the products for French literacy programming; and
- all reports to the funder, Human Resources and Skills Development Canada (HRSDC), were submitted on time and ongoing contact was maintained with HRSDC project officers.

SaskLMC and HRSDC have amended their agreement in order to extend the project to June 30, 2009.

### *Aboriginal Participation and Upskilling Initiative (APUI)*

In the fall of 2008, the Government of Canada, through the Workplace Skills Initiative, partnered with SaskLMC and its stakeholder/partner the Saskatchewan Ministry of First Nations and Métis Relations to launch the Aboriginal Participation and Upskilling Initiative (APUI).

The overall vision of the project is as follows:

- increased regard for the importance of workplace learning;
- empowerment and meaningful participation of Aboriginal people in Saskatchewan's labour market; and
- investments in skills development of Aboriginal labour market participants.

The project will result in a significant increase in productivity, a more skilled labour force, a demonstrated commitment to the underutilized and undervalued Aboriginal labour market supply, and new models of upskilling, laddering and retention.

Milestones for this initiative in 2008/2009 include:

- official launch led to considerable media coverage of the project and a number of requests for information;
- several employers are in the process of completing upskilling activities;
- additional employers have completed their upskilling proposals or are revising them;
- contractor has met or telephoned 75+ total contacts, including 58 employers;
- live launch of the APUI website occurred on March 31, 2009; and
- an article on APUI was published in the Canadian Manufacturers and Exporters Industry Matters newsletter, which yielded strong interest from employers in this sector.

### *Saskatchewan FuturePaths*

SaskLMC is participating in a unique pilot project, the Saskatchewan FuturePaths project. FuturePaths is an interactive web-based project of the Saskatoon Industry Education Council (SIEC). It is a cutting-edge career and workforce development solution connecting youth and young adults with opportunities. The internet-based portal allows young people to self-assess and match their attitudes, interests and raw abilities to the most relevant career possibilities.

The vision is *FuturePaths will become the premiere tool for Career and Labour Development in Saskatchewan.*

The website, which was developed and completed in 2008/2009, includes:

- *Career Cruising* access for youth and young adults;
- "Career Tree" overall description and career opportunities based on national occupation classification codes for the following sectors: manufacturing, health care and construction. Each sector career opportunities "Tree" is linked to SaskJobFutures occupation information. Mining is to be placed on the website in July 2009; and
- a business database on manufacturing, health care and construction companies that provide the following information: contact information, company description, customer base, number of employees, learning opportunities they would like to provide and careers in their business. One hundred companies were targeted to be included in this phase.

### *Training for Excellence Awards*

The Training for Excellence Awards was established in 1995. The awards are intended to encourage and reward the ongoing pursuit of excellence in Saskatchewan's training sector. In the last 14 years since this program was launched, over 100 organizations and partnerships have been recognized and presented with Training for Excellence Awards.

The main accomplishments in the 2008/2009 reporting period are as follows:

- committee members were selected from various sectors to complement existing SaskLMC industry expertise (Aboriginal, small business, public sector, and human resource professionals);
- committee was assisted by a consultant; and
- committee and consultant secured a sufficient number of award nominations, which were adjudicated by the committee and awarded at the Training for Excellence presentation event and luncheon held in June 2008.

Due to the wind-down of SaskLMC operations, the 2009 Training for Excellence Awards, which were scheduled for May 28, 2009, have been postponed.

***Nation Building – Leadership, Governance and Economic Policy***

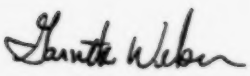
The Saskatchewan Labour Market Commission along with partners the Saskatchewan Indian Institute of Technologies (SIIT), Gabriel Dumont Institute (GDI), First Nations University of Canada (FNUniv), the Indigenous Land Management Institute (ILMI) and the Office of the Treaty Commissioner (OTC) will be hosting a Nation Building Seminar in Saskatoon on April 29-30, 2009. Planning work took place in the 2008/2009 reporting period.

The two-day seminar is explicitly designed to equip leaders with knowledge and tools for nation building: enhancing the capacity of First Nations and Métis to determine their own futures, to exercise self-governing powers effectively, and to build sustainable economies. The program is designed for leaders wrestling with the challenges unique to First Nations and Métis community and economic development.

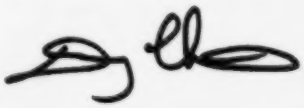
## Audit Committee Report

Management has ensured that the consolidated financial statements are presented fairly in all material respects. Management maintains a system of internal controls over accounting administrative practices to ensure that the information presented is accurate and reliable. These measures provide reasonable assurance that transactions are recorded and executed in compliance with legislation and require authority, and assets are adequately safeguarded.

The Board of Directors for the Saskatchewan Labour Market Commission is responsible for reviewing and approving the consolidated financial statements and ensures that management fulfills its responsibilities for financial reporting. The financial statements have been audited by the provincial auditor of Saskatchewan, whose report follows.



Garnette Weber
SaskLMC Audit Committee Member



Doug Christie
SaskLMC Audit Committee Member

**Provincial Auditor Saskatchewan**

1500 Chateau Tower
1920 Broad Street
Regina, Saskatchewan
S4P 3V2

Phone: (306) 787-6398
Fax: (306) 787-6383
Web site: www.auditor.sk.ca
Internet E-mail: info@auditor.sk.ca

## AUDITOR'S REPORT

To the Members of the Legislative Assembly of Saskatchewan

I have audited the statement of financial position of the Saskatchewan Labour Market Commission at March 31, 2009 and the statements of operations and accumulated surplus, change in net financial assets, and cash flows for the year then ended. The Commission's management is responsible for preparing these financial statements for Treasury Board's approval. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Commission as at March 31, 2009 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Regina, Saskatchewan
July 16, 2009

Fred Wendel, CMA, CA
Provincial Audit

**STATEMENT 1**

**SASKATCHEWAN LABOUR MARKET COMMISSION**
**STATEMENT OF FINANCIAL POSITION**
**As at March 31**

| | 2009 | 2008 |
|---|---|---|
| **Financial assets** | | |
| Cash | $ 299,086 | $ 545,015 |
| Accounts receivable | 206,498 | 15,880 |
| | 505,584 | 560,895 |
| **Liabilities** | | |
| Deferred revenue (Note 2 (a) and 6) | 72,593 | 6,602 |
| Accounts payable and accrued liabilities | 84,715 | 21,091 |
| | 157,308 | 27,693 |
| **Net financial assets** | 348,276 | 533,202 |
| **Non-financial assets** | | |
| Tangible capital assets (Note 2 (b) and 3) | 2,661 | 4,107 |
| Prepaid expenses | 7,147 | 28,499 |
| | 9,808 | 32,606 |
| **Accumulated surplus** | $ 358,084 | $ 565,808 |

(See accompanying notes to the financial statements)

**STATEMENT 2**

## SASKATCHEWAN LABOUR MARKET COMMISSION
## STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
### For the Year Ended March 31

| | 2009 | | 2008 |
|---|---|---|---|
| | BUDGET | ACTUAL | ACTUAL |
| **Revenue** | | | |
| General Revenue Fund | | | |
| Ministry of Advanced Education, Employment and Labour | $ 437,000 | $ 437,000 | $ 865,000 |
| Ministry of First Nations and Métis Relations | 50,000 | 2,000 | - |
| Government of Canada | | | |
| Human Resources and Skills Development Canada | 838,784 | 439,135 | 83,157 |
| Miscellaneous revenue | 208,000 | 20,171 | 18,018 |
| Total revenue | 1,533,784 | 898,306 | 966,175 |
| **Expenses** | | | |
| Projects | | | |
| Workplace Essential Skills Tool Kit | 234,000 | 172,152 | 83,157 |
| Aboriginal Participation and Upskilling Initiative | 600,000 | 287,107 | 31,050 |
| Recognition of Prior Learning | - | 871 | 2,993 |
| Labour Market Strategy | 400,000 | 158,169 | - |
| FuturePaths | 50,000 | 50,000 | - |
| Board and committees | 40,000 | 22,916 | 39,367 |
| Wages and benefits | 142,000 | 58,243 | 18,767 |
| Administration and operating expenses (Schedule 1) | 408,500 | 356,572 | 472,659 |
| Total expenses | 1,874,500 | 1,106,030 | 647,993 |
| **Annual (deficit) surplus** | (340,716) | (207,724) | 318,182 |
| Accumulated surplus, beginning of year | | 565,808 | 247,626 |
| **Accumulated surplus, end of year (Statement 1)** | | $ 358,084 | $ 565,808 |

(See accompanying notes to the financial statements)

**STATEMENT 3**

## SASKATCHEWAN LABOUR MARKET COMMISSION
## STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
### For the Year Ended March 31

| | 2009 | 2008 |
|---|---|---|
| Annual (deficit) surplus | $ (207,724) | $ 318,182 |
| Acquisition of tangible capital assets | - | (4,563) |
| Disposal of capital assets | 1,114 | |
| Amortization of tangible capital assets | 332 | 456 |
| | 1,446 | (4,107) |
| Acquisition of prepaid expenses | (7,147) | (28,499) |
| Use of prepaid expenses | 28,499 | 1,610 |
| | 21,352 | (26,889) |
| **(Decrease) Increase in net financial assets** | (184,926) | 287,186 |
| Net financial assets, beginning of year | 533,202 | 246,016 |
| **Net financial assets, end of year** | $ 348,276 | $ 533,202 |

(See accompanying notes to the financial statements)

**STATEMENT 4**

## SASKATCHEWAN LABOUR MARKET COMMISSION
## STATEMENT OF CASH FLOWS
### For the Year Ended March 31

| | 2009 | 2008 |
|---|---|---|
| **Cash flows (used in) from operating activities:** | | |
| Annual (deficit) surplus | $ (207,724) | $ 318,182 |
| Non-cash items included in annual surplus: | | |
| Amortization of tangible capital assets | 332 | 456 |
| Loss on disposal of capital assets | 1,114 | - |
| Net change in non-cash working capital items: | | |
| Grants receivable | - | 295,000 |
| Accounts receivable | (190,618) | (14,600) |
| Prepaid expenses | 21,352 | (26,889) |
| Deferred revenue | 65,991 | 6,602 |
| Accounts payable and accrued liabilities | 63,624 | 16,091 |
| Due to Saskatchewan Labour Force Development Board | - | (45,264) |
| Cash (used by) provided by operating activities | (245,929) | 549,578 |
| **Cash flows used in capital activities:** | | |
| Purchase of tangible capital assets | - | (4,563) |
| Cash applied to capital activities | - | (4,563) |
| **(Decrease) Increase in cash** | (245,929) | 545,015 |
| Cash, beginning of year | 545,015 | - |
| **Cash, end of year** | $ 299,086 | $ 545,015 |

(See accompanying notes to the financial statements)

**SASKATCHEWAN LABOUR MARKET COMMISSION**
**NOTES TO THE FINANCIAL STATEMENTS**
**For the Year Ended March 31, 2009**

## 1. Purpose of the Commission

The Saskatchewan Labour Market Commission (Commission) was established on February 7, 2007, under *The Labour Market Commission Act (Bill No. 34)*. The Commission's responsibility is to foster, promote and co-ordinate the effective development of the Saskatchewan labour force.

## 2. Significant Accounting Policies

The Saskatchewan Labour Market Commission is part of the Government of Saskatchewan reporting entity and is classified as an other government organization. These financial statements have been prepared in accordance with Canadian generally accepted accounting principles, as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants. The following policies are considered to be significant:

a) Revenue

The primary revenue for operations of the Commission is contributions from the Ministry of Advanced Education, Employment and Labour. Contributions are unrestricted and are recognized in the year received or receivable.

Restricted contributions from the Ministry of First Nations and Métis Relations are used for the "Aboriginal Participation and Upskilling Initiative" project. These contributions are deferred and are recognized as revenue when the related expenses are incurred.

Other restricted contributions are from the Government of Canada – Human Resources and Skills Development Canada. They are used for the "Workplace Essential Skills in Action: A Tool Kit for the Workplace" project ($149,678) and the "Aboriginal Participation and Upskilling Initiative" project ($267,656). These contributions are deferred and are recognized as revenue when the related expenses are incurred.

b) Tangible Capital Assets

Tangible capital assets are recorded at cost and are amortized over their useful life. Amortization is recorded on a straight line basis as follows:

| | |
|---|---|
| Office Furniture | 10 years |

c) Measurement Uncertainty

The preparation of financial statements in accordance with PSAB accounting principles requires the Commission's management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of commitments at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

## 3. Tangible Capital Assets

| | Furniture | 2009 Totals | 2008 Totals |
|---|---|---|---|
| Opening cost | $ 4,563 | $ 4,563 | $ - |
| Additions during the year | - | - | 4,563 |
| Disposals during the year | 1,237 | 1,237 | - |
| Closing cost | 3,326 | 3,326 | 4,563 |
| | | | |
| Opening accumulated amortization | 456 | 456 | - |
| Amortization for the year | 332 | 332 | 456 |
| Disposals during the year | 123 | 123 | - |
| Closing accumulated amortization | 665 | 665 | 456 |
| Net book value of tangible capital assets | $ 2,661 | $ 2,661 | $ 4,107 |

## 4. Related Parties

These financial statements include routine transactions with various Saskatchewan Crown corporations, ministries, agencies, boards and commissions related to the Commission by virtue of common control by the Government of Saskatchewan, and non-Crown corporations and enterprises subject to joint control or significant influence by the Government of Saskatchewan (collectively referred to as "related parties").

Routine operating transactions with related parties are recorded at the standard rates charged by those organizations and are settled on normal trade terms.

Transactions and amounts outstanding at year-end are as follows:

| | 2009 | 2008 |
|---|---|---|
| Miscellaneous revenue: | | |
| Enterprise Saskatchewan | $ 2,407 | $ - |
| Ministry of First Nations and Métis Relations | 2,000 | 2,280 |
| Saskatchewan Association of Health Organizations | 560 | - |
| Saskatchewan Gaming Corporation | 2,105 | 280 |
| Saskatchewan Institute of Applied Science and Technology | 350 | 805 |
| SaskPower | 2,000 | 2,500 |
| SaskTel | - | 2,000 |
| Saskatchewan Workers' Compensation Board | - | 2,000 |
| Other | 1,085 | 1,120 |
| | | |
| Expenses: | | |
| SaskTel | 8,819 | 8,041 |
| Saskatchewan Trade and Export Partnership Inc | 1,250 | - |
| Saskatchewan Workers' Compensation Board | - | 723 |
| Saskatoon Regional Health Authority | 18,000 | - |

The Commission pays Provincial Sales Tax to the Ministry of Finance on all its taxable purchases. Taxes paid are recorded as part of the cost of those purchases.

Other transactions with related parties and amounts due to or from them are described separately in these financial statements and the notes thereto.

**5. Contractual Commitments**

At March 31, 2009, the Commission had no contractual commitments.

**6. Deferred Revenue**

The Ministry of First Nations and Métis Relations contributed funding for the Aboriginal Participation and Upskilling Initiative project of which $48,000 has been deferred and will be recognized as revenue when the related expenses are incurred (note 2 (a)).

The Saskatchewan Labour Market Commission along with several partners will be hosting a Nation Building Seminar in Saskatoon on April 29-30, 2009. Some revenue was received and related expenses incurred. Contributions from Enterprise Saskatchewan that were not spent ($24,593) are deferred.

**7. Financial Instruments**

a) Significant terms and conditions

There are no significant terms and conditions associated with the financial instruments that may affect the amount, timing and certainty of future cash flows.

b) Interest rate risk

The Commission's receivables and payables are non-interest bearing. Due to the short-term nature of these, interest rate risk is minimal.

c) Credit risk

The Commission's receivables are from the federal government; therefore, the credit risk is minimal.

**8. Budget**

The operating budget was approved by the Commission's board on April 2, 2008.

**9. Saskatchewan Labour Market Commission Wind-down of Operations**

The Commission did not receive funding in the 2009-10 Saskatchewan Provincial Budget and therefore the Minister intends to wind down the operation. To ensure continued collaboration with labour, business and government on labour market issues, the Commission's advisory role to government will be transitioned to a new Labour Market Council reporting to the Enterprise Saskatchewan Board of Directors. Other Commission project activities will be transitioned to other agencies.

**SCHEDULE 1**

**SASKATCHEWAN LABOUR MARKET COMMISSION**
**SCHEDULE OF GENERAL AND ADMINISTRATIVE EXPENSES**
**For the Year Ended March 31**

| | 2009 | 2008 |
|---|---|---|
| Accounting | $ 7,978 | $ 7,759 |
| Advertising and promotion | 25,634 | 11,121 |
| Amortization | 332 | 456 |
| Bank charges and interest | 328 | 304 |
| Courier services | 795 | 290 |
| Insurance | 2,750 | 2,178 |
| Loss on disposal of capital assets | 1,114 | - |
| Memberships and subscriptions | 1,282 | 1,954 |
| Nation Building Seminar | 857 | - |
| Office equipment lease | 1,830 | 3,867 |
| Office expenses | 2,063 | 12,070 |
| Professional fees | 213,948 | 338,139 |
| Rent and parking | 21,434 | 43,719 |
| Telephone | 4,269 | 5,811 |
| Training for Excellence Awards Luncheon | 45,940 | 25,457 |
| Travel and meetings | 21,094 | 15,106 |
| Web site development | 4,924 | 4,428 |
| | $ 356,572 | $ 472,659 |

(See accompanying notes to the financial statements)

## For More Information

If you have any questions or comments, or would like additional copies of the 2008/09 annual report, we invite you to call (306) 933-7200 or contact:

Enterprise Saskatchewan
206 – 15 Innovation Boulevard
Saskatoon, SK S7N 2X8

To download a copy of the report or to obtain more information, please visit the Enterprise Saskatchewan website at www.enterprisesaskatchewan.ca.